

Stafford County Utilities Commission
Meeting Minutes
April 10, 2012

I. Call to order

Chairman Bill Tignor called to order the regular meeting of the Utilities Commission at the Stafford County Government Center on April 10, 2012 in the A, B, C Conference Room.

II. Roll call

Cheryl Giles conducted a roll call. The following persons were present: Joyce Arndt, David Bohmke, Rick Carroll, Lloyd Chittum and Bill Tignor. Harry Critzer, Dale Allen, Bryon Counsell, Janet Spencer, Deidre Jett and Cheryl Giles were present for the Utilities Department.

III. Public Presentations

There were no public presentations.

IV. Approval of minutes

The February 27, 2012 work session minutes and the March 13, 2012 minutes were approved as written.

V. Commission Members' Comments

Mr. Carroll commented that he is awaiting a decision from the Supervisor, Ty Schieber, about continuing his term as a Utilities Commission member.

VI. Director's Report

Mr. Critzer reported that a new business named Tridex would be moving into the Stafford Commerce Center. Utilities has a pump station in the North Stafford Industrial Park area that needs to be replaced. Engineers have estimated a cost of \$750,000 to replace the pump station. \$1.1M has been budgeted for the project. Bids are due for this project on April 19th. In order to accommodate the business, staff would like to present this project at the May 1st Board meeting. Staff is requesting the Commission recommend the project, if it does not exceed the budgeted amount, prior to the Commission's May 8th meeting.

Mr. Tignor asked what date the business would open. Mr. Critzer responded that construction was due to be completed in a few weeks and about 250 employees are scheduled to move to the building in June. Staff would like to accommodate their needs by presenting this project to the Board as quickly as possible.

Mr. Carroll inquired about the engineer's estimated cost. Mr. Allen responded the business is currently on a temporary non-subsidized pump and haul and that pump haul would be eliminated once the pump station has been completed.

Mr. Chittum made a motion to recommend the project, if it does not exceed the budgeted amount, at the May 1st Board meeting. Mr. Carroll amended the motion to state that the total cost for the project must be within the budgeted amount. Mr. Carroll seconded the motion and it passed with a 5-0 vote.

VII. New Business

Approve the Use of Low Pressure Sewer Systems

Mr. Allen reported that the Garrett Company has requested the use of low pressure sewer systems (LPSS) for five subdivisions in the Widewater area. The subdivisions show public water and sewer in

the approved preliminary plans. The adopted Comp Plan placed the Widewater area outside of the Urban Service Area (USA), but the five subdivisions were grandfathered in for the use of public water and sewer. The subdivisions are three acre lots and have hilly terrain with many drainage swales and streams, and are located in resource protection areas (RPAs), which would make them difficult to maintain.

Utilities suggested to the developer that they use LPSS instead of conventional gravity sewers. It would place the sewers in an area that would be much easier to maintain.

Staff concurs with the developer's request, but with the following requirements:

- 1) Ensure that maintenance and repair of the individual grinder pumps is the responsibility of each homeowner's association.
- 2) Install each grinder pump outside of the house.
- 3) Provide a backup power source for each grinder pump.
- 4) Provide a manual transfer switch for each grinder located outside of the house.

Mr. Tignor asked when the subdivisions would be developed and where other LPSS are located in the county. Mr. Allen responded there wasn't a specific date for the subdivisions to be developed, but that the preliminary plans are grandfathered in to the year 2017. LPSS are located in several areas in the county such as, Bald Eagle Hills and Hickory Ridge subdivisions.

Mr. Carroll asked if the county maintains the LPSS. Mr. Allen responded the county maintains the grinder pumps in the Bald Eagle Hills subdivision and the low pressure sewer lines in all cases, but that the property owner generally maintains the grinder pumps in other subdivisions.

Mrs. Arndt expressed concern about the number of grinder pumps needed for the subdivisions and about the location of the grinder pumps on the properties.

Discussion ensued about the location of the grinder pumps on the properties and the backup power source for the grinder pumps.

Mr. Bohmke inquired about the LPSS at Hickory Ridge subdivision. Mr. Critzer responded that a portion of the subdivision uses gravity sewer, but a conventional pump station is used to pump about two-thirds of the subdivision.

Mr. Chittum made a motion to recommend R12-49 which approves the use of low pressure sewer systems for certain subdivisions in the Widewater area. The motion was seconded by Mr. Tignor and passed with a 4-1 vote. Mrs. Arndt was the opposing vote.

VIII. Old Business

1. Financial Overview of the Rocky Pen Run Reservoir Project

Mr. Critzer reported that the Rocky Pen Run Reservoir (RPRR) project is comprised of four projects in the CIP. The four projects consist of the Dam and Reservoir, the Water Treatment Facility (WTF), Mitigation for Stream Loss, and Purchase of Membranes for the WTF.

In 2008, the estimated cost for the project was \$125M. In the FY13 CIP, \$93M has been designated for the Dam and Reservoir, \$30M for the WTF, \$4M for Mitigation and \$3.7M for the Purchase of Membranes, which equates to \$129.5M, less the \$1.2M purchase of additional membranes that were not originally a part of the project.

Thus far, \$67M has been appropriated for the project. For FY13, staff will be requesting the Board to appropriate \$40M for the project. For FY14, staff anticipates asking the Board to appropriate \$23.7M for the project.

Staff used the county's accounting system to identify any purchase orders that were issued for the RPRR project. The purchase orders that were found date back to 1994.

The only outstanding item for the project is for the timbering and clearing. Staff has budgeted for a cost of \$250,000. The trees have an estimated value of \$750,000.

Mr. Carroll asked why it is a cost to the county, if the contractor gets paid for the lumber. Mr. Critzer responded that it is a cost to the county because it is a cost to the contractor to acquire the lumber and haul it. Mr. Counsell commented that a portion of the timber cruise is valued at \$750,000 and is estimated to be 30% to 40% of the available woods. The remaining woods will be an additional cost to remove and its value is very low.

Mr. Tignor asked if all land acquisition costs have been completed. Mr. Critzer responded that the land acquisitions for the reservoir have been completed.

Mr. Carroll asked which contracts are still outstanding excluding the timbering and clearing. Mr. Counsell responded that the mitigation, the WTF, and the dam contracts are outstanding items that could impact the cost of the project.

Mr. Bohmke commented that he would like for the financial report to also highlight which line items are still active.

2. Proposed Sewer Availability Fee Increase

Mrs. Jett provided an overview of the proposed sewer availability fee increase. The overview consisted of what availability fees are, what they fund, why the increase is needed, a history of availability rate increases, and the availability benchmarks of how they compare to the county's peer localities. Staff is requesting the Commission hold a public hearing to propose a sewer availability fee increase and then recommend a public hearing be held by the Board of Supervisors.

Mr. Tignor asked if funds for sewer and water availabilities are kept in separate accounts. Mrs. Jett responded that funds from water availabilities are used for debt service and CIP water projects and sewer availabilities are used for CIP sewer projects and are kept in two separate accounts.

Mr. Tignor made a motion to hold a public hearing to propose the sewer availability fee increase at the May 8th Commission meeting. The motion was seconded by Mr. Bohmke and passed with a 4-1 vote. Mr. Chittum was the opposing vote.

3. New Courthouse Water Tank Site

This item was deferred at the March 13th meeting until a map could be provided.

Mr. Carroll asked where the water mains are located for both of the sites. Mr. Allen responded that the water mains are located on Route 1, Courthouse Road, and Hospital Center Blvd. If the tank is built on Site 1 (proffered site), the waterline would connect at Courthouse Road. If the tank is built on Site 2 (preferred site), the waterline would connect at Hospital Center Blvd.

Mr. Bohmke asked if another property located to the west of Site 2 would be a more beneficial site. Mr. Allen responded the property would also be beneficial, but the entire property would need to be purchased instead of only a portion of the property at Site 2. The owner has been approached and is not interested in selling the property.

Mr. Critzer informed the Commission that the new tank would be taller than the current tank located on Route 1. It would provide a new pressure zone, better water pressure and volume for the offices located in that area.

Discussion ensued about the availability of surrounding parcels near Site 2 and the appraised value of the site.

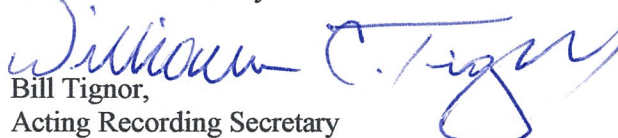
Mr. Bohmke made a motion to recommend proposed resolution R12-48 with a provision that Stafford Hospital agree to pay any court-ordered increases over \$65,000. Ms. Arndt seconded the motion and it passed with a 4-1 vote. Mr. Chittum was the opposing vote.

Mr. Critzer informed the commission that a groundbreaking ceremony for the RPRR project was forthcoming. A tour of the RPRR site was discussed, but a date or time was not scheduled.

IX. Adjournment

Mr. Tignor adjourned the meeting at 8:50pm.

Minutes submitted by:


Bill Tignor,
Acting Recording Secretary